

National Park Service  
**Arches National Park**

The Nature Conservancy  
**Matheson Wetlands Preserve**

The National Park Service, Arches National Park, and The Nature Conservancy, Scott M. Matheson Wetlands Preserve, are accepting applications for the internship in Moab, Utah listed below. This internship position is a cooperative venture between the National Park Service and The Nature Conservancy where the intern works equal time for both organizations. All applicants will receive consideration without regard to political, religious, or labor organizational affiliation or nonaffiliation; marital status, race, color, sex, age, national origin, nondisqualifying physical or mental handicap. Applicants must be a high school graduate.

**Position Title:**

Outdoor Education Intern  
\$50/week stipend  
Uniform provided  
Housing provided  
College credit available

**Office and Location**

Arches National Park  
PO Box 907  
Moab, UT 84532

**Description of Duties:** The intern will work directly with Outreach Coordinators, providing curriculum based programs for local elementary students and interpretive guided walks. The intern will be involved with planning, developing, implementing and evaluating programs. Specific duties include activity development and presentation, analysis of evaluations and marketing. The intern will complete a special project. Programs vary from 30 to 45 minutes class presentations, in the community of Moab, to 5 hour field experiences in Arches National Park and the Scott M. Matheson Wetlands preserve.

Dates: Fall: Early September through mid November, 10 week minimum.  
Applications will be accepted until the positions are filled; review of applications will begin on April 15.

Spring: March through May, 10 week minimum.  
Applications will be accepted until the positions are filled; review of applications will begin on November 15.

**The Area:** Arches National Park is located 6 miles north of Moab, UT. The Scott M. Matheson Wetlands Preserve is an 875 acre wildlife sanctuary located west of Moab, UT. All amenities are available in Moab, including doctors, dentists, hospital, schools (kindergarten through high school), churches and shopping. Climate is typical high-desert, semi-arid, with temperature ranges from 0 in winter to 100 in summer.

**Knowledge, Skills and Abilities:** Applicants will be ranked according to their knowledge, skills and abilities in the following areas:

1. Ability to work with all age groups.
2. Knowledge of human development and corresponding teaching techniques.
3. Ability to effectively communicate – speaking and writing.
4. Ability to work independently and as part of a team.
5. Knowledge of natural sciences, ecological principles and environmental education.
6. Knowledge of human history and archaeology.

**Other Requirements:**

1. Must wear a uniform.
2. Must possess a valid driver's license.
3. Must be in good physical condition; be able to work in steep, rocky terrain, and in extreme weather.

**Benefits:**

1. A weekly stipend of \$50.
2. A uniform provided.
3. Interns are covered for injuries and liability while on duty by the Federal Employees Compensation Act and the Tort Claims Act.
4. Opportunities for professional development will be made available.

**How To Apply:** Applicants must complete the attached form, provide a transcript and three completed reference forms. Send completed application to Christine Beekman, Arches National Park, PO Box 907, Moab, UT 84532.

**For More Information:** Contact the Canyon Country Outdoor Education office, TELEPHONE (435) 719-2206, Monday – Friday, FAX (435) 719-2305, EMAIL [christine\\_beekman@nps.gov](mailto:christine_beekman@nps.gov).

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Application for Internship

**Please type or print**

Name: \_\_\_\_\_  
(last) (first) (middle initial)

Temporary address: \_\_\_\_\_

Dates at this address: \_\_\_\_\_

Daytime phone: \_\_\_\_\_ Evening Phone: \_\_\_\_\_  
(area code)number (area code) number

Permanent address: \_\_\_\_\_

Permanent phone: \_\_\_\_\_ Dates at this address: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Current university/college: \_\_\_\_\_

Address: \_\_\_\_\_

Major advisor's name and phone: \_\_\_\_\_

Internship advisor's name and phone: \_\_\_\_\_

Number of year's completed: \_\_\_\_\_ Degree(s) received: \_\_\_\_\_ (BS, BA, MS, etc.)

Major: \_\_\_\_\_ Minor: \_\_\_\_\_

Other universities/colleges you have attended: \_\_\_\_\_

Career Goal(s) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Available dates: From: \_\_\_\_\_ To: \_\_\_\_\_

Are you required to complete an internship for graduation? \_\_\_\_\_ Anticipated graduation date: \_\_\_\_\_

Number of college credits you will receive for this internship: \_\_\_\_\_

**Employment:** List your three previous paid and/or volunteer experiences.  
Begin with the most current.

1. Name and address of employer: \_\_\_\_\_

Supervisor's name/phone: \_\_\_\_\_

Position title: \_\_\_\_\_

Dates in this position: From: \_\_\_\_\_ To: \_\_\_\_\_

Was this a volunteer or paid position? \_\_\_\_\_

Describe duties, responsibilities and accomplishments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

2. Name and address of employer: \_\_\_\_\_

Supervisor's name/phone: \_\_\_\_\_

Position title: \_\_\_\_\_

Dates in this position: From: \_\_\_\_\_ To: \_\_\_\_\_

Was this a volunteer or paid position? \_\_\_\_\_

Describe duties, responsibilities and accomplishments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Name and address of employer: \_\_\_\_\_

Supervisor's name/phone: \_\_\_\_\_

Position title: \_\_\_\_\_

Dates in this position: From: \_\_\_\_\_ To: \_\_\_\_\_

Was this a volunteer or paid position? \_\_\_\_\_

Describe duties, responsibilities and accomplishments: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Knowledge, Skills and Abilities:**

Describe your public speaking experience and writing ability.

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Describe your experience working with children and adults.

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Describe your leadership skills, abilities and experience.

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Describe your natural science background.

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Describe your human history background.

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Describe your graphics/artistic experience and ability.

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Describe your teaching styles for childrens' varying age groups.

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What would you consider to be your greatest strengths?

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What areas would you like to strengthen or improve?

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List any awards or honors you have received.

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Expiration dates of: First Aid \_\_\_\_\_ CPR \_\_\_\_\_

Do you have a valid driver's license? \_\_\_\_\_

**Personal Goals/Objectives:** Please describe why you want to participate in this internship program.

I certify the information given in this application is accurate to the best of my knowledge.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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Reference for Internship

*Applicant:* Type or print name: \_\_\_\_\_

*Reference:* The person named above is applying for an internship with the National Park Service and the Nature Conservancy. If selected, he/she will offer outreach education programs. Additional responsibilities will include researching, developing and presenting interpretive nature walks and curriculum-based activities. Interns may also be assigned special projects in relation to the above duties. The intern will gain in-class and field experience and an understanding of the role of outdoor education in protecting and managing natural resources.

Please appraise the student with regard to the duties of the program. Feel free to make any additional comments on this form or attach additional pages.

**RETURN THIS FORM AS SOON AS POSSIBLE TO THE APPLICANT SO THAT IT MAY BE INCLUDED IN THEIR APPLICATION**

In the event there are any questions regarding the requirements for the position please contact:

Canyon Country Outdoor Education program, Arches National Park, P.O. Box 907, Moab, UT 84532; TELEPHONE (435)259-8161 ext.336; EMAIL [christine\\_beekman@nps.gov](mailto:christine_beekman@nps.gov).

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**Type or print, please.**

In what capacity do you know the applicant? \_\_\_\_\_ How long? \_\_\_\_\_

How well do you feel you know her/him? \_\_\_\_\_

Circle the most appropriate number

The applicant...

adapts to new situations.      NOT AT ALL    1 2 3 4 5    EXTREMELY WELL

accepts responsibility.      NOT AT ALL    1 2 3 4 5    EXTREMELY WELL

demonstrates good oral and  
communication skills      NOT AT ALL    1 2 3 4 5    EXTREMELY WELL

demonstrates good  
writing skills      NOT AT ALL    1 2 3 4 5    EXTREMELY WELL

demonstrates leadership.	NOT AT ALL	1	2	3	4	5	EXTREMELY WELL
demonstrates initiative.	NOT AT ALL	1	2	3	4	5	EXTREMELY WELL
accepts criticism well.	NOT AT ALL	1	2	3	4	5	EXTREMELY WELL
can follow directions.	NOT AT ALL	1	2	3	4	5	EXTREMELY WELL
works independently.	NOT AT ALL	1	2	3	4	5	EXTREMELY WELL

Please elaborate on the following, using specific examples when possible

Describe applicant's degree of maturity.

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Have you employed or supervised the applicant? \_\_\_\_\_

If so, in what way? \_\_\_\_\_

If not, would you hire him/her to work for you? Why/why not? \_\_\_\_\_

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Describe the applicant's major strong points. \_\_\_\_\_

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Describe the applicant's major weak points. \_\_\_\_\_

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Any other comments? \_\_\_\_\_

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Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Print your name: \_\_\_\_\_ Phone: \_\_\_\_\_

Profession/Title: \_\_\_\_\_

Address: \_\_\_\_\_





